

Department of Children and Families  
**JOB OPPORTUNITY**  
**Clinical Nurse Coordinator (General)**  
**Milford**

**PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!**

**Open To:** The Public

**Location:** Milford Area Office – 38 Wellington Rd., Milford, CT 06461

**Job Posting No:** DK45349MFD

**Hours:** Full-time Monday - Friday

**Salary:** \$63,310.00- \$88,725.00 (Annually)

**Closing Date:** December 27, 2014

**\* New hires to state employment start at the minimum of the above salary range**

**Example of Duties:** Writes clinical program objectives, policies, procedures and manuals; conducts client health assessments; develops, implements and reviews client health care plans; participates or chairs client centered interdisciplinary teams; interviews client; accompanies client on visits to treatment programs or placement settings; follows up on client care in community programs to assure client in least restrictive environment; assures continuity of care to prevent recidivism; applies for financial aid for client through Department of Social Services; maintains records of client progress or failure after placement; develops community health resources and provides on-going consultation and monitoring of services; acts as a resource person to staff and community; prepares reports and statistical summaries; may clinically supervise direct care staff in execution of clinical programs; may develop and conduct in-service educational programs for staff and families; may perform recordkeeping functions; performs related duties as required.

**Minimum Qualifications Knowledge, Skills and Abilities:** Knowledge of individual treatment planning including impact of medical insurance program requirements for reimbursement; knowledge of structure of services for clients and their families in institutional and community oriented settings as related to parenthetical title; knowledge of aftercare facilities; considerable interpersonal skills; oral and written communication skills. Knowledge of nursing principles and clinical therapeutic models of patient and/or client care with emphasis on interdisciplinary team approaches as related to parenthetical title.

**Preferred Knowledge, Skills and Abilities:** Expert nursing assessment and decision making skills. Is flexible, organized and able to multitask and prioritize in a fast paced environment. **General Experience:** Three (3) years of professional nursing experience. **Preferred Experience(s):** At least one (1) year of professional level clinical pediatric experience. Community/homecare and/or Case management experience

**Special Experience:** One (1) year of the General Experience must have been at the level of Head Nurse working with the type of clients indicated by the parenthetical title

**Special Requirement:** 1. Incumbents in this class must possess and retain a license as a registered nurse in Connecticut. 2. Incumbents in this class may be required to travel.

**Note:** Non-Examined refers to Section 5-219 of the Connecticut General Statutes which permits appointment of candidates to competitive positions without formal examination when a professional license, professional degree, accreditation or certificate is a mandatory requirement for appointment to a class.

**Application Instructions:** Interested and qualified candidates must submit the CT-HR12 (State Employment Application), resume, letter of intent, and (3) letters of professional reference to the address below. State employees must submit (2) most recent performance appraisals for references. When applying you must include the posting #DK45349MFD.

Department of Children and Families  
Attn: Dawn Kindilien  
1 Long Wharf  
New Haven, CT 06511  
FAX# (203) 786-2542

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.